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24 JUL 1987
OTE #87-6323

MEMORANDUM FOR: Director of Central Intelligence

VIA: Deputy Director of Central Intelligence
Executive Director
Deputy Director for Administration

FROM: [redacted] STAT
Director of Training and Education

SUBJECT: Executive Seminar

1. I would like to request that you meet with members of the next Executive Seminar on Friday, 28 August from 1400-1500 hours in your Conference Room. This meeting would immediately precede the week-long Seminar to be held at the Donaldson Brown Conference Center, Port Deposit, Maryland.

2. The Executive Seminar, required of all newly appointed members of the Senior Intelligence Service, focuses on executive leadership, including the qualities and competencies of successful leaders in government, industry, and education. We also view the Seminar as an opportunity for the new SIS officers to meet with senior leaders of the Agency in order to learn the latter's views on Agency directions and objectives as well as their expectations of these new officers. In this context, the views of the Director are, of course, of greatest importance.

3. I hope that you will be able to meet with members of the seminar on 28 August as I feel certain that they would benefit greatly from the opportunity to meet and exchange views with you on achievement of the goals you have set for this Agency.

[redacted] STAT

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SUBJECT: Executive Seminar

_____I agree to meet with the Executive Seminar participants on 28 August 1987, 1400-1500 hours in the Director's Conference Room.

Alternate Dates

_____28 August, morning

_____27 August, anytime

_____26 August, anytime

OTE/LDD/Jbest/dm/x2200 (20 July 1987)

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